

**Steering Committee Meeting**

**January 9, 2024**

3:30 PM to 5:30 PM

New Joseph Bonnheim Community Charter School

7300 Marin Avenue Sacramento, CA 95820

**A G E N D A – Operational & Educational Focus**

1. President call to order and roll call (Check box of those members present) (1 minute)

**Steering Committee Members:**

| **Name:** | **Role:** | **Present:** | **Not Present:** |
| --- | --- | --- | --- |
| Dianne Wiley | Member--- NJBCC School Principal | X |  |
| Marcela Cardenas | Member--- Facilitator/Parent/Community | X |  |
| Ian Johnson | Member--- Note Taker/Primary Teacher | X |  |
| Mike Disantis | Member--- Timekeeper/Primary Teacher | X |  |
| Amelia Villanueva | Member--- ELD Teacher | X |  |
| **Open** | Member--- Intermediate Teacher |  |  |
| Lavida Edmondson | Member--- Intermediate Teacher | X |  |
| **Open** | Member--- Classified Staff |  |  |
| Diana Martinez | Member--- Classified Staff | X |  |
| Heather O’Brien | Member--- Parent/Community | X |  |
| Elizabeth Moreno | Member--- Parent/Community | X |  |
| Arthur Aleman | Member--- Community | X |  |
| Rose Ramos | Member— Community | X |  |
| Be Moa | SCUSD Charter Support | X |  |
| Amanda Goldman | SCUSD Charter Support | X |  |
|  |  |  |  |

**Full Quorum: Yes**

1. Approval of Agenda (1 minutes)

| Begin: 3:32 PM   * Update to add 20 minutes to item 7 allow Ms. Be and Amanda Goldman to speak on budget and SCUSD charter support. * 11 Ayes, 0 abstentions, 0 nays, 0 absent.   End: 3:41 PM |
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**Motioned: Arthur Aleman Seconded: Amelia Villanueva Approved: X Not Approved:**

1. Pledge of Allegiance (1 minute)

| Begin: 3:41 PM  End: 3:41 PM |
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1. Constituent Feedback on Steering Committee Items (20 minutes total - 2 minutes each)

| Begin: 3:42 PM   * Mr. Johnson to attend a data meeting with the goal of helping the other teachers make easily digestible data to present to the steering committee. * Parents on campus - what is the protocol?   + Parents will not be allowed on campus without checking in to the office first. * Let’s Review norms for the meetings. * Can we plan a 10 year anniversary for NJB in August? * Has the GATE testing window been slotted for NJB? * Can we pass out paper surveys to go along with our digital surveys? * Can we survey parents to see what kind of calendar they prefer overall? * Can we see more action from the SC? * What is the process for adding agenda items to the agenda?   + The hope is to address the budget, CAL OSHA fine, and data as we move forward. * Class Dojo is not reaching everyone it could. * Please remove “citizens” and put humans in our mission. * Will we have laundry services back at NJB? * What is our uniform policy, officially? Will it change? * Positive changes have happened, and we are excited to keep moving in a positive way! Welcome Mrs. Wiley!   End: 3:55 PM |
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1. Approval of Minutes from Prior Regular Steering Committee Meeting, December 5, 2023 (1 minutes)

| Begin: 3:55 PM   * 10 Ayes, 1 abstentions, 0 nays, 0 absent.   End: 4:02 PM |
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**Motioned: Heather O’Brien Seconded: Mike Disantis Approved: X Not Approved:**

1. Public Comment (5 minutes)

| Begin: 4:02 PM  From: Thomas O’Brien:   * Question about putting the Public Comment section at the end. * Request for an electronic version of the budget. Is that available? * Do you have written policy about parents coming on campus, and other similar questions? * What was the process to create the bylaw committee? When the bylaws were changed, who was on the committee? Were there signatures, copies, and so on? * When NJB makes purchases, are there descriptions for specific line items? * Thank you Mr. Johnson for the data presentation of your classroom!   End: 4:06 PM |
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**Total Allotted Minutes: 29**

**NEW BUSINESS:**

1. Discussion/Action Items related to SC operation - Mrs. Dianne Wiley, 60 minutes total.
   1. Review Budget

| Begin: 4:07 PM   * Mrs. Wiley’s focus as we move forward includes the farm, SEL and the 7 Habits, and our foundational academics. * As of today, we are in the green at NJB by around $330,000, however… * SCTA retroactive salary increases were applied, but not the increases from other labor groups. This may take away from the current budget. * ELOP funds for 2023-2024 are not allocated yet, and why is unclear at this time.   **Recommendations:**  Spend   * Spend $10k ELOG funds to fully stock the library * $50K for field trips this year * $5-10K on recruitment for more scholars   Hold   * $200K to address outstanding retroactive payments and carryover to fund Ag position next year.   2024-2025 Budget Assumptions   * Projected 247 students with 94% attendance * Would love to increase by 10 to make a goal of around 260 for next year. * Using current projected COLA of 3%, but this is likely to be less. * Amanda working on district costs and carryover (carryover not currently in the budget)   Budget Development - Current Status   * Counselor grant expired - we are not planning to renew. * All other positions fully funded at current FTE * SPED Resource teacher will be increased to 1.0, since .7 is paid for by the district.   + If the SPED Resource teacher is not at full caseload, they can push-in and can facilitate SST process. * Current status puts us in the green with approximately **$88K to spend.** * Budget **DOES** include field trips ($50K)   **Consideration 1 - AG/SEL Teacher**   * Bring on additional 1.0 AG focused resource teacher/SEL trainer 24-25 * They would fulfill the premise of the charter * Prioritize the “farm” as an integral part of curriculum and SEL * Provide space for teachers to focus on coherent, standards-based, data-driven instruction along with collaboration = mastery of standards. * Could pay for that by combination of   + increasing enrollment   + carryover from this year plus title 1 funds.   + Reducing PE .8   + Reducing instructional aide FTEs   **Consideration 2 - Full Day or 2x Kinder**   * Discuss the possibility of a full day Kindergarten Program and/or enrolling 2 Kinder classes. Doing so would:   + increase the overall enrollment ($$)   + stabilize class sizes   + be more appealing/competitive with local programs * No Long-term cost implications   + Would use some of this year’s funds toward recruitment   Next Steps   * Amanda working to get carryover applied and sort out reserve account * increase enrollment by +10 by start of the year * All classes must be at a minimum of 20 * Work towards a second Kinder class   + Outreach to community   + Promote the benefits of attending NJB (Ag, SEL, Academics)   + Anticipate that we may revise these expectations with a lower COLA   End: 5:16 PM |
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* 1. Review LCAP

| Begin: 5:16 PM   * The goal is to write the LCAP for 2024-2027 to reflect our major goals. * Otherwise, more on this will come in February’s meeting.   End: 5:23 PM |
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**STANDING BUSINESS**

1. Summative ELPAC - Ms. Villanueva, 5 minutes total.

| Begin: 5:23 PM   * Summative ELPAC begins next month! * We are currently serving 54, and 12 are level 3 and are being targeted for promotion to level 4. * We started with 1 reclassification, next year was 6, and most recently we had 10 reclassifications. * TK scholars got their initial ELPAC as well.   End: 5:28 PM |
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1. Next meeting date and time: Tuesday, February 6, 2024 from 3:30 PM to 5:30 PM (1 Minute).
2. Adjournment (1 minute)

**Steering Committee Members**

| **Name** | **Role** |
| --- | --- |
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| Open | Member--- Classified Staff |
| Heather O’Brien | Member--- Parent/Community |
| Elizabeth Moreno | Member--- Parent/Community |
| Arthur Aleman | Member--- Community |
| Rose Ramos | Member--- Community |

If you have any questions, concerns, or suggestions we encourage you to contact the Principal, the President and or any member of the Steering Committee. We look forward to hearing from you.

**Upcoming Steering Committee and Charter Renewal Dates for School Year 2023-24:**

1st Tuesday of each month 3:30 PM – 5:30 PM – Regular Steering Committee Meetings

August 8, 2023

September 5, 2023

October 3, 2023

November 7, 2023

December 5, 2023

January 9, 2024

February 6, 2024

March 5, 2024

April 9, 2024

May 7, 2024

June 4, 2024